



**Urban Renewal Agency Work Session Minutes  
Draft RFP Site B**

**Monday, November 25, 2019  
9:00 p.m., Community Auditorium**

***Minutes are unofficial until approved by the Urban Renewal Agency.  
Urban Renewal Agency approved minutes as presented January 27, 2020.***

**1. CALLED TO ORDER AND ROLL CALL:**

Peter Truax, Urban Renewal Agency (URA) Director Chair, called the URA work session to order at 9:30 p.m.

**ROLL CALL: URA DIRECTORS PRESENT:** Timothy Rippe; Ronald Thompson; Elena Uhing; Adolph "Val" Valfre; Malynda Wenzl; and Peter Truax, Director Chair.  
**URA DIRECTORS VACANCY:** 1.

**STAFF PRESENT:** Jesse VanderZanden, Executive Director; Paul Downey, Administrative Services Director; Bryan Pohl, Community Development Director (in the audience); Jeff King, Economic Development Manager (in the audience); and Anna Ruggles, City Recorder.

**2. WORK SESSION: DRAFT REQUEST FOR PROPOSAL SITE B LAND DEVELOPMENT**

Downey and VanderZanden facilitated the work session, noting the purpose of the work session was to seek Board consensus to release the Request for Proposals (RFP) soliciting redevelopment of the Times Litho Site B, noting the 0.96 acre site is located in downtown at the corner of Pacific Avenue and B Street. Downey reported the site has been cleared and is ready for development, noting the market value appraisal of the site was \$370,000. In addition, Downey and VanderZanden presented a PowerPoint presentation overview of the draft RFP and proposed timelines, noting the request is soliciting proposals from qualified development teams for the land purchase, design, financing and construction of the redevelopment of Site B, noting the project objectives for the site are identified in the draft RFP and are consistent with the Comprehensive Plan designation and policies for the Town Center.

**URA Board Discussion:**

Director Chair Truax opened the floor and roundtable discussion ensued pertaining to the vision and project objectives as outlined in the draft RFP and if the incentive density for affordable housing units could be increased higher than 10 percent, to which Director Chair Truax advised, and staff concurred, the site is zoned Town

Center Transition, consistent with the Comprehensive Plan designation, which allows the 10 percent incentive density for affordable housing units. In addition, Downey and VanderZanden responded to various concerns and inquiries pertaining to the draft RFP and proposed timelines, noting the following factors create a favorable window of opportunity: 1) the successful completion and lease-up of the Jesse Quinn; 2) strong demand for mixed-use projects in the suburbs; 3) financial and other non-bank organizations investing and making capital available for such projects; 4) the establishment of the Urban Renewal Advisory Committee (URAC) to assist in the public process; and 5) the economy remains strong. In conclusion of the above-noted discussion, VanderZanden advised staff will finalize the RFP and proceed with solicitation, noting the URAC will review all proposals, interview selected proposers, and make a recommendation to the URA Board at a later date.

The URA Board took no formal action nor made any formal decisions during the work session.

**3. ADJOURNMENT:**

Director Chair Truax adjourned the URA work session meeting at 10:41 p.m.

Respectfully submitted,



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Anna D. Ruggles, CMC, City Recorder